

REGULAR MEETING
MARCH 9, 2015

The Regular Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 9th day of March 2015.

Town Officer's Present: Peter J. Keys, Supervisor
David L. Becker, Councilman
Susan J. Sauer, Councilwoman
Joseph E. Aucter, Councilman
Steven Brooks, Councilman
Jonathan M. Bush, Highway Superintendent
Elizabeth B. Jones, Clerk
Errol A. Aucter, Justice
Aimee L. Murphy, Deputy Clerk/Court Clerk

Attended by: Approximately 5 people

Supervisor Keys called the meeting to order at 6:00 p.m. with the Pledge to the Flag.

RESOLUTION NO. 25 OF 2015
APPROVAL OF MINUTES

On a motion of Councilman Becker, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the minutes of the February 9, 2015 meeting are approved.

DCO

Clerk Jones received a phone call from Todd Phelan, DCO on March 6, 2015. Mr. Phelan stated due to health reasons he planned to hand in his resignation on March 9, 2015. Clerk Jones did not receive it. Supervisor Keys contacted Justin Hall, who is the DCO for 10 other neighboring towns, to see if he was interested. Mr. Hall attended the meeting and expressed his interest in serving as DCO. He has received the pre-exposure rabies shots, has equipment, signs for his vehicle etc. After discussing, the following resolution was presented.

RESOLUTION NO. 26 OF 2015
TERMINATION OF APPOINTMENT

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Todd Phelan's appointment as DCO for the Town of New Bremen is terminated effective immediately.

(Regular Meeting of March 9, 2015 cont'd.)

**RESOLUTION NO. 27 OF 2015
APPOINTMENT OF DCO**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Justin R. Hall is hereby appointed as DCO effective March 10, 2015 through December 31, 2015.

COUNCIL REPORTS

Councilman Aucter stated the public informational meeting with Assessor Ball will be held on March 26, 2015 at 6 p.m. at the Town Municipal Office Building. There will be an article in the Journal & Republican as well as on social media, notifying the public and asking that they pre-register.

Councilman Brooks is looking in to grant monies for the New Bremen Rural Cemetery. Councilwoman Sauer contacted the Lewis County Historical Society and they have a list of people buried there along with pictures of grave stones. They are willing to copy the files to a usb drive for the Town.

Councilman Brooks feels it is important to back up the Towns files. The Clerk and Tax Collector files are currently backed up on the computer and on an usb drive, but Councilman Brooks would like to see them backed up off site. Clerk Jones contacted Business Automation Services for a quote. The cost would be \$14.50 per month to backup up to 10 GB of data online. There is a one-time fee to setup, configure and train of \$95.00. The Supervisor's files are backed up by the accountants, on a usb drive and on his computer. The Court backs up on a usb drive and with the software vendor. After discussion, the following resolution was presented.

**RESOLUTION NO. 28 OF 2015
APPROVAL OF ONLINE BACKUP**

On a motion of Councilman Brooks, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that the Town Clerk is authorized to purchase online backup for the Town Clerk and Tax Collector files through Business Automation Services, Inc.

EMPLOYMENT & LIABILITY GUIDELINES

Supervisor Keys spoke with the Highway Employees and presented several changes they would like to see to the Employment and Liability Guidelines. It was suggested to have a committee to review and make suggested changes to the Employment and Liability Guidelines, as in the past. Councilwoman Sauer, Councilman Brooks and a representative from the Highway Department will set a date to do so.

(Regular Meeting of March 9, 2015 cont'd.)

**RESOLUTION NO. 29 OF 2015
TOWN CLERK'S MONTHLY REPORT**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Town Clerk's monthly report is approved as submitted.

GRAVEL BIDS

Received three (3) sealed bids for bank run gravel. After discussion the following resolution was presented.

**RESOLUTION NO. 30 OF 2015
BANK RUN GRAVEL BIDS**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that the Clerk presented Proof of Advertising to bid for bank run gravel in the Journal & Republican. The following bids were received:

Matt Bush	-	\$1.25 per yard
Jason Moser	-	\$1.00 per yard
Tom Schneider	-	\$1.00 per yard

BE IT FURTHER RESOLVED, that all bids for bank run gravel be accepted and that the Highway Superintendent is authorized to draw from the closest available pit as needed.

HIGHWAY SUPERINTENDENT

Superintendent Bush is working with the DEC to close and reclaim the section of the Lyndaker gravel pit that the town does not own, located on the Wagner Road. The material isn't very good and he feels it doesn't pay to purchase the property or keep it open.

2016 TANDEM

Supervisor Keys stated financing for the 2016 tandem has been approved through First Niagara Leasing, Inc. There will be more information to follow once the truck is closer to being completed.

**RESOLUTION NO. 31 OF 2015
JUSTICES MONTHLY REPORTS**

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Justices monthly reports are approved as submitted.

GOVERNMENT EFFICIENCY PLAN

Supervisor Keys and Councilman Brooks attended a meeting at the county pertaining to the development of a "Government Efficiency Plan". The Town has to join the County or have our own plan. Supervisor Keys explained some of the aspects of the plan. The deadline is March 18th and Supervisor Keys feels it will be easier to join in with the County. The Board has several concerns. Supervisor Keys will write a letter agreeing to join the county with the option of withdrawal from this group plan at any time if in the best interest of the Town. Councilman Brooks has agreed to be the Town's representative. After discussion, the following resolution was presented.

RESOLUTION NO. 32 OF 2015 GOVERNMENT EFFICIENCY PLAN

On a motion of Councilwoman Aucler, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucler, Brooks, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen agrees to join the County in the Government Efficiency Plan, but reserves the right to opt out at any time if withdrawal is in the best interest of the Town.

LETTER OF SUPPORT

Supervisor Keys sent a letter of support to the County Board of Legislators for the Lewis County Housing Rehab 2015 Program.

RESOLUTION NO. 33 OF 2015 NBCIA YOUTH RECREATION PROGRAM

On a motion of Councilman Becker, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucler, Brooks, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen does hereby enter into a contract with the New Bremen Community Improvement Association to provide structured educational activities for the youth of the Town of New Bremen for the 2015 Summer Youth Recreation Program, and that the said Town of New Bremen will expend to the New Bremen Community Improvement Association the sum of \$2,000.00. The complete contract is on file in the Town Clerk's Office.

RESOLUTION NO. 34 OF 2015 VILLAGE OF CROGHAN YOUTH RECREATION PROGRAM

On a motion of Councilman Becker, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucler, Brooks, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen does hereby enter into a contract with the Village of Croghan to provide structured educational activities for the youth of the Town of New Bremen for the 2015 Summer Youth Recreation Program, and that the said Town of New Bremen will expend to the Village of Croghan the sum of \$2,000.00. The complete contract is on file in the Town Clerk's Office.

(Regular Meeting of March 9, 2015 cont'd.)

**RESOLUTION NO. 35 OF 2015
SUPERVISOR'S MONTHLY REPORT**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Supervisor's monthly report is approved as submitted.

**RESOLUTION NO. 36 OF 2015
AUDIT OF CLAIMS**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #3 of 2015 in the following amounts.

General	Voucher #30 thru #42	\$11,087.26
Highway T-Wide	Voucher #26 thru #35	\$7,934.30

FIT TRAIL

Councilman Aucter suggested contacting Lewis Co. Sheriff Carpinelli to see if staining of the fit trail stations could be done through the inmate work program. Councilman Aucter will contact Sheriff Carpinelli.

The next regular meeting of the Town Board of the Town of New Bremen will be held on April 13, 2015 at 6:00 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilman Brooks, the meeting was adjourned at 7:40 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector